

# Wickhamford Parish Council

Minutes of the Meeting, 12<sup>th</sup> March 2025.03/25.

Clerk to the Council, Andrea Evans, Ty Gwyn, Church Street, Offenham, Worcs, WR11 8RW.  
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**Present:** Councillors, J Poulter, T Hemming, R Gutteridge, S Wride (Chairperson) and N Austin.  
CC L Eyre.

Clerk, A. Evans.

## 1. **Apologies** –

T Cumberland, J Neal, DC E Kearsy and DC E Sims.

## 2. **Declarations of Interest**

None.

## 3. **The meeting was adjourned for the Public Question Time.**

No members of the public attended to listen to the meeting.

## 4. **The Minutes of the meeting** held on the 8<sup>th</sup> January 2025 were agreed, proposed by RG, seconded by JP with a unanimous vote in favour.

## 5. **District / County Councillors Report**

County Councillors Report-

- Cllr Eyre said goodbye to cllrs after 24 years of working at county level for Wickhamford. She was thanked with flowers and card for her hard work and efforts.
- There will be an increase in Council tax this year as Worcs CC has a shortfall of 30 million, 70% of funding is required for social care and children's services.
- County Council Elections will take place on 1<sup>st</sup> May 2025.

District Council:

## 6. **Police Report:**

### i. Update from [www.police.uk](http://www.police.uk)

#### **Who are your local Neighbourhood Officers?**

Your local Neighbourhood Officers are PC Alex Prentice, PC Ben Trowman and PCSO Luke Harris. They can be contacted by

email, [Alexandra.prentice@westmercia.police.uk](mailto:Alexandra.prentice@westmercia.police.uk), [ben.trowman@westmercia.police.uk](mailto:ben.trowman@westmercia.police.uk) and [luke.harris@westmercia.police.uk](mailto:luke.harris@westmercia.police.uk).

The Evesham Safer Neighbourhood Team are actively now more than ever involved with our Evesham SNT Facebook page. Please follow Evesham SNT to keep up to date with our activities and to see when our local drop in/engagement sessions are.

#### **Engagements and Neighbourhood Matters**

As you may know, we do frequent engagement sessions in each of the areas. We are always open to listening to the public if they believe the engagements with the public should be done differently. Please, if have any ideas on how we can better engage with the public, please let us know by emailing the above email addresses. For example,

coffee mornings, fete's, village gatherings. Engagement dates will be sent out in advance on Neighbourhood Matters. This is a free service which allows you to receive updates regarding crime in your area and also allows you to message your local officer. Take a look at the website for further information: <https://neighbourhoodmatters.co.uk/>. We are trying to book these in advance as much as possible and will send out weekly NH Matters posts with the schedule of drop in sessions. These will also be advertised on our Facebook page. Please feel free to come to any session you see advertised, you do not have to live in the village to attend. If you know people who do not have access to the internet, please feel free to share the information. The more people who know about these drop ins, the better! Some of the regular sessions we do are coffee mornings in the villages, outside village shops, in village halls (incl car park), coffee shops, meetings with the local farmers and rural community and school visits.

### **Reporting Incidents**

Please remember to report crime and any incidents via 999, 101 or on the West Mercia website. Please do not email individual officers if a crime has happened, this needs to be reported officially through the correct channels.

### **Vehicle Crime**

We can often see car thieves and car key burglars using the cover of night to carry out their crimes, but a few small steps can help stop them in their tracks.

By taking a few crime prevention measures motorists can help prevent themselves from being a victim of crime.

West Mercia Police is committed to tackling vehicle crime and has the following advice to protect your cars, motorbikes and vans from being stolen: -

Do you have a security light/doorbell camera?

- Having a security light gives you an extra layer of protection. Security lights give the impression someone is in and removes the element of darkness.
- Installing a doorbell camera or security camera on your driveway can help to deter criminals too and many products are much less expensive than you may think.

Lock your windows

- Make sure your windows are securely locked. As with your doors, check that your window locks are of a good standard to prevent car key burglars.

Get a steering wheel disc lock

- Steering wheel disc locks are a good deterrent to would-be thieves as they delay the amount of time it takes to steal a vehicle.

If possible, secure your vehicle out of sight in a garage

- If you have a garage, parking your vehicle out of sight in there with a securely locked door keeps it out of sight of criminals and much harder to steal.

Put your keys in a 'Faraday' pouch

- Place your keyless entry fobs in a "Faraday pouch" to prevent relay theft where thieves boost the signal from the car to the key fob to gain access.

Remove all valuables from your vehicle

- Make sure there is nothing of value left in your car.

Install a tracker to your vehicle

- Putting a GPS tracker on your car will enable its location to be tracked by police. Your insurance company can advise you on suitable products.

Fit a foldable bollard to your driveway

- This may be a more expensive option, but it is a wise investment to prevent vehicles being driven off, particularly if you have a high value one on your driveway.

Remember thieves can often look to target owners of high value and/or high-performance vehicles, any crime prevention measures taken can help reduce the chances of being targeted.

## **7. Parish Council:**

- a. The purchase of new PC laptop due to shutdown of Windows 10 was considered for when Windows 11 is introduced in autumn 2025. It was unanimously agreed

that a PC could be purchased, this can be agreed between councillors via email between meetings so that purchase can be made.

- b. The delivery of village newsletter- Delivery can be sporadic and some houses are missed each time but it was unanimously agreed to continue with the existing arrangement.
- c. Code of Conduct and dispensation forms- Clerk advised that she has recently arranged a code of conduct training session and asked if cllrs would like to benefit from this service. The notes can be provided as an alternative. It was agreed that the notes would be circulated. Clerk also advised that there would be a 'dispensation form' at each meeting in case cllrs wish to request dispensation from Chair at the meeting or clerk prior to the meeting to consider, discuss and/or vote on an item that they may have an interest in. It has been advised by CALC that these should only be valid for 1 month.

## **8. Items for Consideration.**

- a. Noticeboard at Wayside Café- Noticeboard is now in position on wall at Wayside.
- b. Planting trees on verges on Drysdale Close-A resident provided a map of 3 possible locations to plant trees on Drysdale Close. This was publicised in January newsletter which attracted an objection from a resident. However, Highways have been contacted for their consideration and they have confirmed ownership but that they cannot support the request as the trees would affect sightline.

## **9. Planning.**

### **a. To consider/note the following applications:**

<b>a</b>	<p><b>Case No:</b> W/25/00064/PIP</p> <p><b>Location:</b> Press Mill House, Murcot Turn, Wickhamford.</p> <p><b>Proposal:</b> Permission in principle for the conversion and extension of a redundant domestic building into a self build single dwelling.</p> <p><b>Parish Council Decision:</b> No objections</p> <p><b>Wychavon Decision:</b> Refused.</p>
<b>b</b>	<p><b>Case No:</b> W/24/02378/CLE</p> <p><b>Location:</b> Orchard Court Cottage, Longdon Hill, Wickhamford</p> <p><b>Proposal:</b> Certificate of lawfulness for the existing use of a converted stable block to holiday accommodation in breach of condition (use Class C3)</p> <p><b>Parish Council Decision:</b> No objections</p> <p><b>Wychavon Decision:</b> Approved</p>
<b>c</b>	<p><b>Case No:</b> W/25/00375/CLE</p> <p><b>Location:</b> Land At (Os 0515 4214) Crab Apple Way, Vale Park, Evesham.</p> <p><b>Proposal:</b> Application under Section 106A of the Town and Country Planning Act 1990 to modify the requirement relating to legal agreement dated 27.9.90 associated with planning permission ref no. 17/01395/OUT</p> <p><b>Parish Council Decision:</b></p> <p><b>Wychavon Decision:</b></p>

## 10. Finance:

- a. A list of payments to be drawn this month were approved and cheques already signed and ratified and the statement of balance of accounts 2024 approved as follows, proposed by TH and seconded by RG with a unanimous vote in favour.

## Bank Account Reconciled Statement

### Treasurers

Statement Number	35	Bank Statement No.	35
Statement Opening Balance	£4,767.05	Opening Date	24/12/24
Statement Closing Balance	£3,372.73	Closing Date	29/01/25
True/ Cashbook Closing Balance	£3,372.73		

Date	Cheque/ Ref.	Supplier/ Customer	Debit (£)	Credit (£)	Balance (£)
02/01/25	BACS250102BAPC	Badsey & Aldington Parish Council	0.00	7.50	4,774.55
02/01/25	BACS250102BPC	Bretforton Parish Council	0.00	7.50	4,782.05
02/01/25	S/O250102BAPC	Badsey PC	3.00	0.00	4,779.05
06/01/25		HP Ink	25.49	0.00	4,753.56
08/01/25		Andrea Evans	19.24	0.00	4,734.32
08/01/25		Andrea Evans	10.00	0.00	4,724.32
08/01/25		Andy Tyrrell	288.00	0.00	4,436.32
08/01/25	BACS250108HMRC	HMRC	120.60	0.00	4,315.72
08/01/25	BACS250115ADMI N	Andrea Evans	3.99	0.00	4,311.73
08/01/25	S/O250108AE	Andrea Evans	482.92	0.00	3,828.81
15/01/25		Wickhmaford PCC	300.00	0.00	3,528.81
21/01/25	BACS250102AW	Anastacia Wright	40.00	0.00	3,488.81
27/01/25	BACS250127WSC	Wickhamford Sports Club	0.00	437.00	3,925.81
29/01/25	BACS250129NBC	Noticeboard Company	553.08	0.00	3,372.73

## Bank Account Reconciled Statement

### Treasurers

Statement Number	36	Bank Statement No.	36
Statement Opening Balance	£3,372.73	Opening Date	30/01/25
Statement Closing Balance	£2,057.54	Closing Date	24/02/25
True/ Cashbook Closing Balance	£2,057.54		

Date	Cheque/ Ref.	Supplier/ Customer	Debit (£)	Credit (£)	Balance (£)
30/01/25		Andy Tyrrell	348.00	0.00	3,024.73
30/01/25		Andy Tyrrell	30.00	0.00	2,994.73
03/02/25		Bretforton Parish Council	0.00	7.50	3,002.23

03/02/25		Andy Tyrrell	45.00	0.00	2,957.23
03/02/25	BACS250203BAPC	Badsey & Aldington Parish Council	0.00	7.50	2,964.73
03/02/25	S/O250203BAPC	Badsey PC	3.00	0.00	2,961.73
06/02/25		HP Ink	43.49	0.00	2,918.24
06/02/25		Andrea Evans	482.92	0.00	2,435.32
06/02/25		HMRC	120.80	0.00	2,314.52
06/02/25	BACS25022AE	Andrea Evans	41.98	0.00	2,272.54
21/02/25		Andy Tyrrell	215.00	0.00	2,057.54

## Wickhamford Parish Council

### Expenditure transactions - payments approval list Start of year 01/04/24

No	Payment Reference	Gross	To pay	Heading	Invoice	Invoice	Details
1137	BACS2503 06ADMIN	£9.83	£9.83	21400	06/03/25		Hosting UK - domain renewal
1140	BACS2503 battery change, £144.00 06Lengthsm an	£144.00	£144.00	21300	06/03/25		Andy Tyrrell - Lengthsman VAS- 4x 2xlocation change
1141	BACS2503 and play £522.16 06AE	£39.24	£39.24		06/03/25		Andrea Evans - monthly expenses inspections
1		£20.00	21100				2x play inspections
2		£19.24	21700				Mileage
Sub Total		£193.07	£193.07				
		£603.72	£603.72				Confidential
<b>Total</b>		£796.79	£796.79				

#### Lengthsman:

##### Tasks required-

- Clearing weeds and gutters along Washington Road and Drysdale as well as cul de sac at Pitchers Hill
- Clear leaves from bus shelters
- Wood treat planters.

#### 11.Items for the next Agenda

- Assess village for maintenance for next meeting.

13. Date of next meeting: **Wednesday 7<sup>th</sup> May 2025 (Note date change)- Wickhamford Memorial Hall.**

Items for the next Agenda must be received 7 days prior to the above date.

Andrea Evans

Clerk to Wickhamford Parish Council.  
Meeting Closed at 7.47pm.

Signed.....Chairperson

Date.....

DRAFT